

## STRATEGIC PRIORITIES

The Team Carrboro Action Plan for FY 2015-16 will seek to continue to implement the five strategic priorities of the Board of Aldermen:

1. Diversify revenue stream to maintain ethnic and economic diversity
2. Protect historic neighborhoods and maintain Carrboro's unique identity
3. Improve walkability and public transportation
4. Encourage development that is compact, dense, and appeals to diverse lifestyles and incomes
5. Enhance and sustain quality of life/place issues for everyone

## Planning

Start Date/ Goal #	Project Name/Description	Person Responsible	Anticipated Completion Date	Last Status Update	Status Update
7/1/14 #2	Historic Rogers Road Infrastructure	Trish McGuire	July 2018	4/4/16	60 percent construction drawings were released March 28 <sup>th</sup> . Community meetings to discuss easement acquisition held on April 9 <sup>th</sup> and 12 <sup>th</sup> . Work is progressing on schedule.
7/1/14 #2	Community Climate Action Plan	Trish McGuire	CY2016	4/6/16	Public hearing scheduled for April 26, 2016. Task Force outreach sessions held on April 6 <sup>th</sup> . Response to Board review of Community Action Plan was held on April 5 <sup>th</sup> .
7/1/14 #3	Morgan Creek Greenway	Trish McGuire	2018	4/6/16	\$960,000 has been allocated for Phase II of this project. Stream buffer authorization and Sedimentation and Erosion Control permits in hand. Evaluation of flood map revision options underway.
7/1/14 #3	Homestead Chapel Hill High School Multi-Use Path	Trish McGuire	May 2017	4/4/16	NCDOT concurrence received in December. Contract awarded to Fred Smith Construction. Preconstruction meeting anticipated to take place before end of April.

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7/1/14 #3	Jones Creek Greenway	Trish McGuire	Nov 2018	4/6/16	Municipal agreement for project approved on April 5 <sup>th</sup> .
7/1/14 #4	Northern Study Area Plan Implementation Amendments	Trish McGuire	~FY2015-16	4/4/16	Public Hearing on LUO Text Amendments for site specific FLX zoning district scheduled for April 26 <sup>th</sup> .
7/1/14 #4	Downtown Parking Plan	Trish McGuire	Nov 2016	4/6/16	Public input kickoff held on February 11 <sup>th</sup> . Progress report to Board was given on April 5 <sup>th</sup> . Public input and data collection continues. Update to Board scheduled for June 21 <sup>st</sup> .
7/1/14 #5	Southern Branch Library	Trish McGuire	2018-19	4/6/16	Update to Board provided on April 5 <sup>th</sup> with project timelines. Staff to continue to work with Orange County.
11/11/14 #2	Mini-Dorm Ordinance	Trish McGuire	See Comment	4/4/16	Review continuing in relation to enactment of S.L 2015-86, statute prohibiting local government regulation of building design elements of one- and two-family dwellings. Expect to include in report on possible LUO text amendments related to legislative changes by June.
6/1/14 #2	CVS Property Conversations & Appearance Improvements	Trish McGuire	June 2016	4/6/16	Staff in communication with CVS property owners regarding condition of property. No response from CVS.
2/10/15 #5	Revisit Carrboro Vision 2020 Document; Update or create Comprehensive Land Use Plan	Trish McGuire	June 2016	4/6/16	BOA received technical advisory board review on February 2 <sup>nd</sup> and gave direction on next steps. Review copy redistributed to advisory boards on February 25 <sup>th</sup> . Expect comments by mid-May and presentation to the Board of Aldermen in June.
2/10/15 #5	Livestock Ordinance	Trish McGuire	FY2015-16	2/4/16	Ordinance prep underway. Staff will meet with Animal Control Review Board to review possible changes to LUO and Town Code. Anticipate Board of Aldermen review ordinance beginning in Spring 2016.
2/10/15 #3	Gold Level Designation- League of American Bicyclists	Trish McGuire	2018	4/6/16	Funding approved with first initiative completion of bicycle loop detectors project. Bid package revisions underway per NCDOT review. Report on progress and plan held on April 5 <sup>th</sup> .

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2/10/15 #3	Anderson Park bike access from Old Fayetteville Road	Trish McGuire	Summer 2016	4/4/16	Access review completed and approach identified. BOA authorization to seek encroachment agreement scheduled for June 21 <sup>st</sup> .
5/4/15 #5	Neighborhood Preservation District Ordinance- Guidelines & Requirements	Trish McGuire	Spring 2017	2/4/16	Staff anticipates scheduling work session before end of calendar year.
6/9/15 #5	Review Noise Ordinance	Trish McGuire	June 2016	12/2/15	Anticipate scheduling work session for Board of Aldermen review in spring 2016.
7/1/15 #5	Evaluate, Purchase, and Implement Development Services Software	Trish McGuire	Summer 2017	4/4/16	Business requirements document in preparation with IT to finalize project scope and cost.
6/9/15	Occupancy Tax AirBNB	Trish McGuire	May 2016	4/6/16	Updated draft ordinance expected to be presented in August for September public hearing.
9/15/15 #3	10 ft. sidewalk and tree canopy work session	Trish McGuire	December 2016	2/4/16	Staff reviewing analysis of downtown tree coverage. Scheduled for BOA in Fall 2016.
9/15/15	Colorful crosswalks	Bergen Watterson	June 2016	4/6/16	Planning has contacted NCDOT and communicated with Chapel Hill on recent installation. Expect to report to Board on options by May.
1/25/16 #5	Bolin Creek Phases III & IV	Trish McGuire	June 2016	2/4/16	Board Work Session scheduled for June 14 <sup>th</sup> .
1/25/16 #2	Local Historic Preservation District & National Register Historic District	Trish McGuire	Fall 2016	2/4/16	Staff reviewing and working on next steps. Plan to update BOA on options in Fall 2016.

### Economic Development

Start Date	Project Name/Description	Person Responsible	Anticipated Completion Date	Last Status Update	Status Update
7/1/14 #1	The Local Living Economy Task Force Report update; Develop a Town Economic Development Plan	Annette Stone	December 2016	4/5/16	Three sections of report completed. Budget request to hire a graduate student to assist with developing the final phase of the plan.
7/1/14 #1	Develop "Think Local First" Campaign	Annette Stone	On-going	4/5/16	February Feel the Love Campaign partnered 20 local businesses with 20 nonprofits for fundraising efforts.
7/1/14 #1	Develop plan to grow and strengthen high tech and low tech (light manufacturing) including Safelle Property	Annette Stone	June 2016	4/5/16	Carrboro and OC Planning staff met in March and are working on next steps for removing barriers to developing light manufacturing in HWY 54 corridor.
7/1/14 #1	Sell Piney Mountain Road property	Annette Stone	June 2016	4/5/16	Modified the RFQ for real estate agent and re-issued through the Chamber to solicit Chapel Hill and Carrboro agents.
1/25/16 #5	Honey Bee Mural at Fire Station #1-Matthew Wiley	Annette Stone	July 2016	4/5/2016	Executed a contract with the artist. Anticipated work will begin in June and completed in July.
1/25/16 #2	Graffiti- Public Art & Abatement	Annette Stone	July 2016	4/5/2016	Organizing a graffiti task force with other Town departments to discuss options. Meeting held on April 7th. Plan to discuss with the business community.

### Public Works

Start Date	Project Name/Description	Person Responsible	Anticipated Completion Date	Last Status Update	Status Update
7/1/14 #2	Town Commons Improvements - Design	JD Freeman	June 2016	4/18/2016	McGill & Associates chosen based on RFQ response and are in the process of providing the Town a cost proposal. Expect to begin engineering design in April.
7/1/14 #2	Hydrology Study	JD Freeman	Dec 2016	4/18/2016	Entered into contract with Sungate to perform hydrology studies at three Town locations. Final report available by the end of May.
7/1/14 #3	Rogers Road Sidewalks	JD Freeman	Fall 2016	4/18/2016	Of the 36 required easements: 28: obtained and in final stages of completion 2: will get notarized agreements to Town soon 6: obtaining contract for professional appraisal prior to legal proceedings
7/1/14 #5	Orange County Solid Waste & Recycling Inter-Local Agreement	JD Freeman	Winter 2016	4/18/2016	SCS Engineers hired as consultant to establish current system costs and expected future costs, evaluate revenue requirements, and produce short-term and long-range financial plans. Draft report expected early to mid-May with presentation following SWAG meeting.
2/10/15 #5	Comprehensive Solid Waste Study	JD Freeman	Dec 2016 May 2017	4/18/2016	Kessler Consulting chosen to perform work. Expected to start in early May with 6 month timeline for solid waste study and 1 year for pay as you throw analysis.
7/1/15 #5	Century Center HVAC System Replacement	JD Freeman	June 2016	4/18/2016	HVAC sustainability agent completed review of Century Center HVAC and has proposed corrections based on findings. Currently receiving bids for HVAC commissioning agent to assist with bidding for and testing of repairs.

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7/1/15 #5	Develop options for storm water utility for the Town	JD Freeman	June 2016	4/18/2016	Reviewing options for service delivery.
11/23/15 #5	Town Hall Improvements: Roof Repair, Electrical Issues, Flooding in Basement, Town Hall Bathrooms	JD Freeman	April 2016	4/18/2016	Everything complete except for roof repair as there were additional leaks after the initial repair. Now focusing on HVAC system condensation as leaks occur even when it isn't raining. Proposed corrections complete by the end of April.
12/1/15	Space Needs Study	JD Freeman	Oct 2016	4/18/2016	Creech & Associates chosen based on RFQ response and are in the process of providing the Town a cost proposal. Expected to start work in April.
1/25/16	Drainways Funding Policy	JD Freeman			Scheduled for a Work Session with BOA on June 14 <sup>th</sup> to receive feedback and direction.

**Public Safety**

Start Date	Project Name/Description	Person Responsible	Anticipated Completion Date	Last Status Update	Status Update
2/10/15 #5	Body-Worn Cameras	Walter Horton	On-going	3/30/16	Funding included in FY2015-16 budget. Cameras will be purchased following BOA approval of BWC policy. Working with Alderman Seils on last revision, and hope to have before Board in 2016 for review and approval. Also waiting for approval from Finance Director to apply for grant from DOJ to assist with cost.
1/25/16 #5	Citizens Police Academy	Walter Horton	On-going	1/25/16	Working on scheduling dates of two CPAs. September 10, tentatively scheduled for the first date.
1/25/16 #5	Police Policies- online for citizen review	Walter Horton	September 2016	1/25/16	Review of current and new polices continue. PD plans to have updated and new policies in place by August 2016.
1/25/16 #5	Examining Evidence of Racial and Ethnic Disparities Report	Walter Horton	On-going	1/25/16	Requested funding for contract statistician in FY 2016-17 Budget to establish tracking system.
1/25/16 #5	Community Policing- small area community meetings	Walter Horton	On-going	3/30/16	The Community Services Division (CSD) has offered to host community meetings with neighborhoods via social media. So far, only one neighborhood has been in contact. CSD is working with the neighborhood on planning the meeting.

**Recreation & Parks**

Start Date	Project Name/Description	Person Responsible	Anticipated Completion Date	Last Status Update	Status Update
7/1/14 #5	MLK Park Master Plan Update	Anita Jones-McNair	TBD	3/31/16	Update was provided to the Board on 2/2. Board approved the concept design and authorized staff to move forward. Board authorization to enter into contract for design services scheduled for June 28 <sup>th</sup> .
7/1/15 #5	Anderson Park Ball Field Fence & Pavilion Replacement	Anita Jones-McNair	May 2016	3/31/16	Fence was completed in March & pavilion replacement will commence in April 2016. Anticipated completion of the pavilion is May 2016.
7/1/15 #5	Evaluate, Purchase, and Implement Registration and Reservation Software	Anita Jones-McNair	January 2017	2/1/16	Software decisions have been made and staff is in the process of purchasing the software. Training on the software will take place in the Fall with an anticipated launch date of January 2017.

**Administration**  
(HR, Finance, IT, Town Clerk, MO)

Start Date	Project Name/Description	Person Responsible	Anticipated Completion Date	Last Status Update	Status Update
7/1/14 #2	LED Street Light Replacement Program and Duke Energy Electricity Rates	Cathy Wilson	Unknown	3/30/16	Duke Energy and the NCLM hosted an Outdoor Lighting Webinar on 3-21-2016. No changes have been made to the LED outdoor lighting replacement or monthly per pole cost for Duke Energy Carolinas legacy territories. NCLM continues to seek an LED energy rate option that's affordable for all cities. Work is being done to prepare for the next rate case to better represent cities to the NC Utilities Commission.
7/1/14 #5	Employee Wellness Program	Carol Dorsey	On-going	4/7/2016	Employees currently being scheduled for 1-hour, individual <b>Wellness Inventory Interviews</b> : one-on-one meetings with each employee to determine health care concerns and goals so we can provide customized Wellness Program initiatives.
7/1/15 #5	Provide Diversity Training to All Employees	Carol Dorsey	April or May 2016	4/7/2016	Training in EEOC/Diversity for supervisory and management personnel completed. All non-supervisory employees will attend the EEOC & Diversity training between January and March 2016. After this, the third phase of "Diversity & Promoting a Respectful Workplace" training will begin.
7/1/15 #5	Analyze Options to Control Health Insurance Premium	Carol Dorsey	On-going	4/7/2016	Looking at possibility of self-funding our Vision insurance plan for possible savings. Continue to review options to improve administration of benefit plans.

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					Ongoing: combine Wellness initiatives and regular review of insurance plan options to achieve goal.
3/1/2016 #5	Benefits Information/Education/Comparison	Carol Dorsey	Ongoing	4/7/2016	Provide education/information sessions for employees to provide more detailed information about Town benefits, comparable analysis - - to demonstrate the excellent level of Town benefits.
3/1/2016 #5	Policies & Procedures – Training Course for all Supervisors and Administrative personnel	Carol Dorsey	Ongoing	4/7/2016	Goal of these classes: To insure that all departments follow Town policies and all procedures required by HR, and State/Federal laws. Lecture, Step-by-Step guides, flowcharts, etc. will be used to cover the Hiring Process, Family & Medical Leave Act, Worker’s Comp, OSHA, and other topics.
9/1/14 #5	Green Burial	Julie Eckenrode	June 2016	8/4/15	On hold due to staffing and workload constraints.
2/10/15 #5	Carrboro Arts & Innovation Center	David Andrews	Unknown	9/25/15	Steering and Technical Committees meeting on a regular basis. Non-profits have engaged DFI.
2/10/15 #5	Cat’s Cradle	David Andrews	Unknown	4/19/16	Efforts continue.
7/1/15	Rogers Road Conduit Installation	Andy Vogel	Summer 2016	8/4/15	Project design is complete. NCDOT encroachment agreement has been approved. Will begin construction with sidewalk construction project.